

**REZONING REQUEST PETITION**

City Council  
Allentown, PA 18101  
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Date \_\_\_\_\_

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Members of City Council:

We, the undersigned and interested parties, hereby request your honorable body to rezone the following tract of land or amend the zoning code in the following manner. The rezoning request shall be attached to this form in the exact manner the petitioner expects the legislative body to act on and meet all the requirements relating to the legislation.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

from \_\_\_\_\_ zoning classification to \_\_\_\_\_ zoning classification. A legal description of the property to be rezoned must be included with this application. Attach any necessary additional information.

The reason for this rezoning is: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**NAME**

**ADDRESS**

\_\_\_\_\_  
\_\_\_\_\_

Send or deliver this petition, along with \$1,000 check to cover administrative costs, payable to the "City of Allentown." In addition the petitioner must pay in full all costs incurred in publishing the legally required advertising for the Map or Zoning Code Amendment.

Petitions for zoning map and zoning amendments can be found on the City website or by contacting the City Clerk's Office. A written Petition for a Zoning Map Amendment (Rezoning) may be submitted to City Council by a citizen. It must be notarized and signed by the owners of 50% or more of the land proposed to be rezoned, and it must be submitted together with a check in the amount of \$1,000.00 payable to the City of Allentown, to the City Clerk's Office, 435 Hamilton Street. A written petition for a Zoning amendment may be submitted to City Council by a Citizen and it must be submitted together with a check in the amount of \$1,000.00 payable to the City of Allentown, to the City Clerk's Office, 435 Hamilton Street. In addition, the petitioner must pay in full all costs incurred by the City in publishing the legally required advertising for the Map or Zoning Code Amendment prior to final Council Action. (Ordinance 15503 adopted 12/5/18)

**City Clerk  
City Hall  
Room 510  
435 Hamilton Street**

## GENERAL REZONING REQUEST PROCEDURES

1. The request must be submitted in legislative format to City Council, c/o City Clerk, signed by the owners and/or authorized agent on forms supplied by the City. The proposed legislation should include a specific description of the area to be rezoned and/or the zoning changes to be made, appropriate maps and be in the form the petitioner desires the proposal to be acted on. .
2. Upon receipt, the proposal is placed on the next available Council agenda for the First Reading.
3. After First Reading, said bill is referred to the Allentown City Planning Commission and Lehigh Valley Planning Commission for their review and recommendation. This must occur at least thirty (30) days prior to the date of the public hearing. A copy is also placed in the county law library.
4. After receiving all appropriate reports from the Lehigh Valley Planning Commission and the Allentown Planning Commission, and at the discretion of the Council President, the City Clerk scheduled a public hearing.
5. The public hearing is scheduled, based upon the advertising requirement for public notice as required by law, (to be advertised two (2) consecutive weeks, not less than 7 days nor more than 28 days before the public hearing). A good faith effort must be made to notify the effected property owners within 30 days prior to the public hearing.
6. A copy of the request for advertisement is sent to Planning enabling them to "post" the property. This posting must occur at least one (1) week prior to the public hearing.
7. City Council holds the public hearing. If acceptable by City Council said bill may be placed on Council's agenda at its regular meeting the same day as the public hearing. Council will then act on the bill for final adoption.  
  
Should any significant changes to the original bill be made by City Council, said changes must be referred back to the Allentown City Planning Commission and Joint Planning Commission for review.
8. A copy of the amendment to the Zoning Ordinance shall be forwarded to the Joint Planning Commission within thirty (30) days after enactment.
9. Pursuant to Section 108 of the Pennsylvania Municipalities Planning Code, 53 PA. STAT. § 10108, the person providing notice as authorized by this section shall provide proof of publication to the municipality adopting the ordinance or decision for retention with municipal records.